

# ***“From Theory to Practice: Accessing and Preserving Electronic Records and Digital Materials”***

***A Conference Sponsored by the North Carolina State Historical Records Advisory Board (SHRAB)  
and the North Carolina Department of Cultural Resources State Archives***

**November 3, 2011–Day 1**

8:00–9:00	Registration
9:00–9:15	Welcome/Opening Remarks: Dr. Jeffrey J. Crow, Deputy Secretary, North Carolina Department of Cultural Resources; SHRAB State Coordinator
	Introduction of Keynote Speaker: Jerry Fralick, Chief Information Officer, State of North Carolina
9:15–9:45	Keynote Address: “ <i>State of the States: Information Technology Priorities, Issues, and Trends</i> ,” Doug Robinson, Executive Director, National Association of State Chief Information Officers
9:45–10:45	Panel Discussion: “The Challenges of Building a Digital Repository”  MODERATOR: Doug Robinson <ul style="list-style-type: none"> <li>• “<i>Building an Organizational Infrastructure to Preserve Government Data</i>,” Jerry Fralick, Chief Information Officer, State of North Carolina</li> <li>• “<i>State Government Digital Repositories: Facing Challenges and Finding Solutions</i>,” Amy Rudersdorf, Director, Digital Information Management Program, North Carolina Department of Cultural Resources State Library</li> <li>• “<i>Building a Digital Repository to Preserve Diverse Collections</i>,” Erin O’Meara, Electronic Records Archivist, the University of North Carolina at Chapel Hill</li> </ul>
10:45—11:00	Break

	<b>Audience—Government Agencies</b>	<b>Audience—Cultural Repositories</b>
11:00–12:00 Session 1	<p style="text-align: center;">MANAGING PUBLIC RECORDS: STANDARDS</p> <ol style="list-style-type: none"> <li>1. “<i>File Format Standards for Government Records</i>”: Kelly Eubank, N.C. Department of Cultural Resources State Archives</li> <li>2. “<i>Emerging Metadata Standards</i>”: Kara Millonzi, UNC School of Government</li> </ol>	<p style="text-align: center;">PLANNING A DIGITAL PROJECT: STANDARDS</p> <ol style="list-style-type: none"> <li>1. “<i>File Format Standards for Digitization</i>”: Lisa Gregory, N.C. Department of Cultural Resources State Library</li> <li>2. “<i>Metadata Standards for Digitization</i>”: Nick Graham, UNC-Chapel Hill</li> </ol>

12:00—1:00

Luncheon

Introduction of Luncheon Keynote Speaker: David Brook, Director, Division of Historical Resources, North Carolina Department of Cultural Resources

1:00—1:30

Keynote Address: *“Legal Issues Affecting Digital Government: Five Things You Should Know,”* Frayda Bluestein, University of North Carolina School of Government

	<b>Audience—Government Agencies</b>	<b>Audience—Cultural Repositories</b>
1:30–2:30 Session 2	<p>MANAGING PUBLIC RECORDS: LEGAL CONSIDERATIONS</p> <ol style="list-style-type: none"><li>1. <i>“E-Discovery vs. E-Public Records”</i>: Kara Millonzi, UNC School of Government</li><li>2. <i>“Record Security &amp; Authenticity”</i>: Timothy R. Davis, Electronic Documents Logistics, Inc.</li></ol>	<p>PLANNING A DIGITAL PROJECT: LEGAL CONSIDERATIONS</p> <ol style="list-style-type: none"><li>1. <i>Legally Digital: Copyright, Fair Use, and Public Domain</i>: Peggy Hoon, UNC-Charlotte</li><li>2. <i>“Legal Considerations and Special Collections”</i>: Katie McCormick, UNC-Charlotte</li></ol>
2:30–2:45	BREAK	BREAK
2:45–3:45 Session 3	<p>MANAGING PUBLIC RECORDS: PRESERVATION AND STORAGE</p> <ol style="list-style-type: none"><li>1. <i>“Archival Storage vs. Data Backup: What’s the Difference?”</i>: Jennifer Ricker, N.C. Department of Cultural Resources State Library</li><li>2. <i>“Investigating Storage Architectures for Long-term Preservation: Channeling the Archival Data Deluge”</i>: Alec Bethune, N.C. Center for Geographic Information and Analysis</li></ol>	<p>PLANNING A DIGITAL PROJECT: PRESERVATION AND STORAGE</p> <ol style="list-style-type: none"><li>1. <i>“Planning Storage for Access”</i>: Russell Koonts, Duke University</li><li>2. <i>“Dark Storage/Cloud Storage”</i>: Earl Cahill, FamilySearch</li></ol>

# ***“From Theory to Practice: Accessing and Preserving Electronic Records and Digital Materials”***

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**November 4, 2011–Day 2**

8:30 Welcoming Remarks: Linda Carlisle, Secretary, North Carolina Department of Cultural Resources

Introduction of Keynote Speaker: Jeffrey J. Crow

8:40—9:10 Keynote Address: *“Reclaiming our Records Management Leadership Role”*: David Ferriero, Archivist of the United States

	<b>Audience—Government Agencies</b>	<b>Audience—Cultural Repositories</b>
9:15–10:15 Session 1	<p>ECONOMICS: THE TRUE COSTS OF MANAGING PUBLIC RECORDS</p> <ol style="list-style-type: none"> <li>1. <i>“Economic Realities in the Management of Public Records”</i>: George Bakolia, Senior Deputy State CIO</li> <li>2. <i>“Developing a Business Planning Toolkit for Digital Preservation”</i>: Joe Sewash, N.C. Center for Geographic Information and Analysis</li> </ol>	<p>ECONOMICS: THE TRUE COSTS OF MANAGING A DIGITAL PROJECT</p> <ol style="list-style-type: none"> <li>1. <i>“Digital Forsyth: a Partnership”</i>: Susan Smith, Wake Forest University</li> <li>2. <i>“Trial and Error: Do’s and Don’ts for Funding Public Library Digital Projects”</i>: Jane Blackburn, Director, Braswell Memorial Library</li> </ol>
10:15–11:15 Session 2	<p>MANAGING PUBLIC RECORDS: PARTNERSHIPS AND COLLABORATION</p> <ol style="list-style-type: none"> <li>1. <i>“The Role of a Records Analyst”</i>: Becky McGee-Lankford, N.C. Department of Cultural Resources State Archives</li> <li>2. <i>“Working with Vendors: Laserfiche and its Impacts”</i>: Bev Strickland, N.C. Department of Environment and Natural Resources</li> </ol>	<p>PLANNING A DIGITAL PROJECT: PARTNERSHIPS AND COLLABORATION</p> <ol style="list-style-type: none"> <li>1. <i>“Beaux Arts to Modernism: Partnering to Increase Access to North Carolina’s Architectural Heritage”</i>: Brian Dietz, NCSU Libraries</li> <li>2. <i>“Working with Volunteers”</i>: Victoria P. Scott, North Carolina Genealogical Society</li> </ol>

	<b>Audience: Government Agencies</b>	<b>Audience: Cultural Repositories</b>
11:15—11:30	BREAK	BREAK
11:30—12:30 Session 3	<p>MANAGING PUBLIC RECORDS: SUCCESSES</p> <ol style="list-style-type: none"> <li>1. <i>"The N.C. Electronic Recording Council: Interagency Cooperation"</i>: Wayne Rash, Caldwell County Register of Deeds</li> <li>2. <i>"Eighteenth-Century Property Records Online"</i>: Laura Riddick, Wake County Register of Deeds</li> </ol>	<p>PLANNING A DIGITAL PROJECT: SUCCESSES</p> <ol style="list-style-type: none"> <li>1. <i>"North Carolina Family Records Online"</i>: Druscie Simpson, N.C. Department of Cultural Resources State Archives</li> <li>2. <i>"The Digital Civil War: Commemorating the Sesquicentennial"</i>: Michelle Czaikowski, N.C. Department of Cultural Resources State Library</li> </ol>

This conference is made possible by a grant from the National Historical Publications and Records Commission (NHPRC) to the North Carolina State Historical Records Advisory Board (SHRAB) and the North Carolina Department of Cultural Resources State Archives. SHRAB is the central advisory board for historical records planning and project assistance in the state. For information about SHRAB activities, visit <http://www.history.ncdcr.gov/SHRAB/default.htm>. For more information about the NHPRC visit <http://www.archives.gov/nhprc/>.

The North Carolina State Archives collects, preserves, and makes available for public use historical and evidential materials relating to North Carolina. Its holdings consist of official records of state, county, and local governmental units, copies of federal and foreign government materials, and private collections. For more information about the North Carolina Department of Cultural Resources State Archives, visit <http://www.archives.ncdcr.gov/default.htm>.

The North Carolina Department of Cultural Resources annually serves more than 19 million people through its 27 historic sites, seven history museums, two art museums, the nation's first state-supported Symphony Orchestra, the State Library, the N.C. Arts Council, and the State Archives. The department champions North Carolina's creative industry, which employs nearly 300,000 North Carolinians and contributes more than \$41 billion to the state's economy. To learn more about the department visit [www.ncculture.com](http://www.ncculture.com).

**To register for this conference please call the McKimmon Center at 919.515.2261  
or visit [the registration link](http://www.peopleware.net/0511/index.cfm?siteId=82&eventDisp=HOERC12)  
<http://www.peopleware.net/0511/index.cfm?siteId=82&eventDisp=HOERC12>**

**At this time, up to 7 hours of CE credits have been approved for the following bodies: North Carolina Association of Register of Deeds (NCARD); North Carolina Tax Collectors Association (NCTCA); North Carolina Association of Assessing Officers (NCAAO), and the North Carolina Department of Revenue**